
Sample Parent Notification Form for Initial Identification of English Learners (For students identified as an English Learner)

Dear Parents:

State and Federal laws require all school districts in California to give a state test to students whose home language is not English. The name of this test is the California English Language Development Test (CELDT). Its purpose is to determine how well each student tested can speak, listen, read, and write English.

Your student has been given the CELDT, and the results have identified him/her as an English Learner. Your student will be assigned to an appropriate instructional program based on the results. The goal of this program is to develop proficiency in English and success in the core curriculum. **[The district may want to add a sentence to describe the instructional program to which the student will be assigned.]**

You are invited to request a conference where your student's program will be explained. To schedule your student conference, call _____.

You are welcome to observe in the classroom and to participate in the school's English Learner Advisory Committee. If you have any questions regarding your student's instructional placement, please feel free to contact the school office.

Sincerely,

Superintendent/Principal

Date
